

## **ABOUT VIGILANCE IN MECON**

MECON Vigilance is essentially a Management Function. Vigilance Department in MECON started its function during the year 1997. The Head of the Vigilance Department in MECON is Chief Vigilance Officer (Officer on deputation from Central Government Deputed by the CVC).

### **LIST OF CVOs OF MECON:**

CAPT. ANAND SARAN	01.12.1997 TO 30.07.2001
SHRI A.C. BISWAS, IAS	11.03.2002 TO 29.11.2003
SHRI S.Y.K. MINZ, IPS	21.04.2007 TO 09.07.2010
SHRI C.B. PALIWAL, IAS	20.07.2010 TO 10.01.2012
SHRI SHIV RAJ SINGH, IFS	30.01.2012 TO 31.05.2012
SMT. SUPRIYA JAISWAL, ITS	01.06.2012 TO CONTINUING

The Vigilance department plays a vital role in ensuring that the Rules and laid down Procedures of the Government and Company are adhered to in all circumstances and the discretionary powers vested with the authorities are exercised judiciously so that there is transparency in all official dealings. Vigilance Department undertakes the Anti-Corruption activities in the Company.

The Vigilance Department primarily focuses on Preventive Vigilance. Other roles are detective/surveillance and punitive. Preventive Vigilance is a pro-active approach, which aims at creating awareness and sensitization on anti-corruption measure, simplification of rules and procedures, plugging loopholes in the system. Punitive vigilance deals with disciplinary action against the employees who are found to be engaged in corrupt activities.

The major work profile of the Department comprises investigation of complaints, preventive vigilance like surprise inspections, regular scrutiny of procurement and contracts files, furnishing suggestions to the management for systemic improvement and carrying out CTE type inspections etc.

### **Systemic Improvements done in MECON have contributed to the followings:**

In core functional areas:

- Establishment manual (including CDA rules),
- Purchase & Disposal Procedure – 2009 ( duly approved by MECON Board) prepared based on various guidelines received from statutory agencies,
- System of deliverables,
- SOP (Standard Operating Procedure) formulated (which is set of procedures to be followed by various departments),
- Manual for Project & Construction Management formulated ( a step by step elaboration of different aspects of project execution),
- A book on Do's and Don'ts in Project Management,
- Adoption & Implementation of Whistle Blower Policy and Fraud Prevention Policy.

## **New Initiatives taken as well as monitored by CVO**

- All payments to vendors through NEFT/RTGS barring payments for some small value bills to local vendors.
- Web enabled Bill Watch System to enable vendors to track the status of their bills (in respect of new projects).
- Web enabled Drawing Submission Status enabling contractors to know the status of approval of their drawings (in respect of new projects).
- Web enabled Inspection Management System enabling contractors to track inspection calls.
- Access through Mobile App to CVC circulars uploaded in Intranet (Implemented in Vigilance Awareness Week' 2016).
- Computerized data base for Vigilance Profiles of all employees
- Online Vigilance Clearance System for the purpose of promotion, resignation, retirement, etc. (Implemented in Vigilance Awareness Week' 2012)
- Online system for submission of Annual Property Returns (data base maintained by MECON Vigilance ) and their scrutiny
- Implementation of Online Performance Management System / Online filling up of Annual Appraisal Report (APAR)
- Implementation of Integrity Pact System (one IEM in position) – IP signed with 113 suppliers/contractors (as on 31.10.2016)  
  
[Threshold value lowered for Rs. 1 Crore & above for EPC Projects and Rs. 25 Lakhs & above for Town Administration as well as for In-house Procurement]
- Online system for submission of Tour Advance/Final Tour Bill and other bills have been implemented.

